

How to Avoid Denial

- ◆ Can you meet the certifications?
- ◆ Respond to PIA inquiries
- ◆ When in doubt, break it out! Don't risk including ineligible services with eligible services
- ◆ File online and E-Cert — ensure you complete within the filing window
- ◆ Retain copies of relevant paperwork

Consortium Applicants

- ◆ Documentation of knowingness
 - Letter of Agency, Project Agreement etc.
 - Include Funding Year
 - Name of recipient of service
 - Signature of recipient of service
- ◆ SLD can ask consortium lead to support certifications on behalf of all members.

SLD Appeals Guidelines

- ◆ SLD can grant appeals when:
 - SLD erred in its initial review
 - The applicant made a mistake and the SLD could have identified the mistake from information provided with the application.
 - SLD made an incorrect assumption because there was insufficient information in the file
 - When there is new policy clarification

Appealing to SLD and FCC

- ◆ Simultaneously filed appeals will be dismissed by FCC without prejudice
- ◆ All SLD decisions can be appealed to FCC
- ◆ FCC Bureau-level appeals can be appealed to full Commission
- ◆ Only FCC can grant waivers of rules

Filing your appeal

- ◆ 60-day deadline for RECEIPT of appeal
- ◆ Electronic filing options exist – see website
- ◆ Include in your letter of appeal:
 - Pertinent application and/or FRN number
 - Your contact information
 - Why you think we made a mistake
 - Provide backup documentation

QUESTIONS







Consortia
Catriona Ayer



Train-the-Trainer Workshop
September 24-26, 2003
Schools & Libraries Division

Lead Member Responsibilities

- ◆ Collect Letters of Agency
- ◆ Make certifications on behalf of applicants
- ◆ Collect Forms 479 for CIPA
- ◆ Apply only for those entities that will be receiving services and which have given their authorization to be included in the consortium application.

Consortia Member Responsibilities

- ◆ File Letter of Agency
- ◆ Support the Consortium leader
 - Provide timely answers to PIA questions
- ◆ File Form 479
 - These are retained by Consortium leader

Letters of Agency

◆ Must contain:

- Name of consortium leader
- Name of consortium member
- Timeframe or Fund Year (open ended are not acceptable)
- Type of services that are being requested
- Signature and title of consortium member

Other Proof of Knowingness

If you can document that:

◆ The consortium is created pursuant to
statute or regulation

AND

◆ Participation in the consortium is mandatory

THEN

LOAs are *not* required from each member

QUESTIONS





